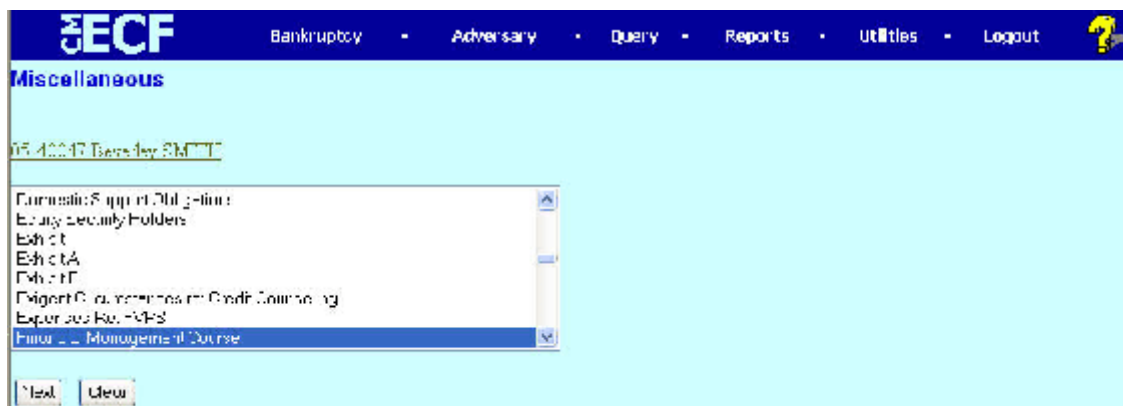


### Certificate of Financial Management Training

Before the debtor may be discharged, they must successfully complete a U.S. Trustee approved, Financial Management Training Program and file the certificate of completion with the Court. The Certificate must be filed no later than 45 days after the §341 Meeting. Failure to timely file the Certificate may result in the debtor's case closing without a discharge. Should the debtor wish to reopen the case in order to file the Certificate at a later date in order to receive a discharge, additional fees will be owed to the Court.

The Certificate of Financial Management Training is filed as a separate document. The instructions are as follows:

1. Select Bankruptcy (Blue menu at the top of the page)
2. Select the category Other from the list.
3. Enter your case number and click Next.
4. From the list of events in the box, select Financial Management Course. (See below.) Click Next to continue.



5. Unless you are filing this with another attorney (which is unlikely), Click Next to continue.
6. Select your client from the box and click Next.
7. If there was a problem opening your case the first time and no association between

you and your client was created, you will need to check a box here and click Next again. If there was no problem, then no box will appear. Click Next.

8. Browse and attach your scanned Certificate of Financial Management Training.

ECF

Bankruptcy • Adversary • Query • Reports • Utilities • Logout

**File a Motion:**

[11-0615 Mark Gendekard Los Angeles](#)

Select the pdf document for example: C:\B9\ecf-cl.pdf

Filename

Attachments to Document: ☐ Yes ☐ No

9. To make certain you are about to associate the correct PDF file for this entry, right click on the filename with your mouse and select Open and check the document.
10. Close Adobe Acrobat by clicking on the control box in the upper right hand corner of the window. If the document is correct, click open and the path will populate under Filename. Click next to continue.
11. Review what the entry will say and add text if you like otherwise, Click Next.
12. This is your last chance to back out. If the entry looks correct, Click Next again and you are home.